

MINUTES OF A REGULAR CITY COUNCIL MEETING HELD JANUARY 7, 2016  
AT THE CIVIC CENTER, 83 WEST MAIN, HYRUM, UTAH.

**CONVENED:** 6:30 p.m.

**CONDUCTING:** Mayor Stephanie Miller

**ROLL CALL:** Councilmembers Kathleen Bingham, Jared L. Clawson, Paul C. James, Craig L. Rasmussen, and Aaron Woolstenhulme were present.

**CALL TO ORDER:** There being five members present and five members representing a quorum, Mayor Miller called the meeting to order.

**OTHERS PRESENT:** City Administrator Ron Salvesen and six citizens were present. City Recorder Stephanie Fricke recorded the minutes.

**WELCOME:** Mayor Miller welcomed everyone in attendance.

**PLEDGE OF ALLEGIANCE:** Councilmember Bingham led the governing body and the citizens in the Pledge of Allegiance.

**INVOCATION:** Councilmember Clawson

**OATH OF OFFICES:**

**CITY COUNCILMEMBERS KATHLEEN BINGHAM, CRAIG L. RASMUSSEN, AND AARON WOOLSTENHULME.**

Hyrum City Justice of the Peace Paul Larsen administered the Oath of Office to: Elected Councilmember Kathleen Bingham; Elected Councilmember Craig L. Rasmussen; and Elected Councilmember Aaron Woolstenhulme.

**APPROVAL OF MINUTES:**

The minutes of a regular meeting on December 3, 2015 were approved as written.

**ACTION**

Councilmember Clawson made a motion to approve the minutes of a regular City Council Meeting on December 3, 2015 as written. Councilmember Woolstenhulme seconded the motion and Councilmembers Bingham, Clawson, James, Rasmussen, and Woolstenhulme voted aye. The motion passed.

**AGENDA ADOPTION:** A copy of the notice and agenda for this meeting was emailed to The Herald Journal, posted on the Utah

Public Notice Website, provided to each member of the governing body, and posted at the Civic Center more than forty-eight hours before meeting time.

**ACTION**                    **Councilmember James made a motion to approve the agenda for January 7, 2016 as written. Councilmember Clawson seconded the motion and Councilmembers Bingham, Clawson, James, Rasmussen and Woolstenhulme voted aye. The motion passed.**

#### AGENDA

9. PUBLIC COMMENT
10. SCHEDULED DELEGATIONS:
  - A. Jami Van Huss, Museum Director - A report from the Hyrum City's Historic Preservation Commission.
11. INTRODUCTION AND ADOPTION OF RESOLUTIONS:
  - A. Resolution 16-01 - A resolution authorizing a Councilmember to automatically succeed to the position of Mayor Pro Tempore.
  - B. Resolution 16-02 - A resolution approving Hyrum City's 2016 Consolidated Capital Improvement List to be submitted with CDBG Grant Application.
  - C. Resolution 16-03 - A resolution amending the Design Standards and Construction Specifications for Public Works Construction in Hyrum City.
12. OTHER BUSINESS:
  - A. Consideration and appointment of City Recorder and City Treasurer.
  - B. Library user fees.
  - C. Culinary water rates.
  - D. Mayor and City Council reports.
13. ADJOURNMENT

#### ***PUBLIC COMMENT:***

Mayor Miller said if a citizen has a question or would like to make a comment to please keep it under three minutes.

There being no public comment, Mayor Miller moved to the next agenda item.

#### ***SCHEDULED DELEGATIONS:***

#### **JAMI VAN HUSS, MUSEUM DIRECTOR - A REPORT FROM THE HYRUM CITY'S HISTORIC PRESERVATION COMMISSION.**

Jami Van Huss, Hyrum Museum Director, said Hyrum City Historic Preservation Commission consists of eight members that want to preserve and rehabilitate historic buildings. The Elite Hall

has been in Hyrum for over 100 years and the Commission wants to ensure the building will be here for another 100 years. Hyrum City is a great place to live and understands how important it is to maintain a positive image. The Elite Hall is on Main Street and seen by people passing through our community. Restoration of the Elite Hall would help beautify Main Street. There have been sound bites on the radio on donations needed for the restoration of the Elite Hall. The enthusiasm and public response has been overwhelming. Restoration of the Elite Hall will preserve Hyrum City history and continue providing cultural opportunities. Hyrum City's General Plan states that it is important to Hyrum City's character and success to restore and preserve historic buildings.

Councilmember Bingham left the meeting at 6:45 p.m.

Jami Van Huss said the Commission would like to form a nonprofit foundation to operate the Elite Hall. A nonprofit foundation is necessary to receive grant funding. The first improvements the Commission would like to have made to the Elite Hall is the exterior restored. Preliminary bids for exterior masonry restoration range from \$100,000 to \$150,000. New front doors and the entrance canopy demolished \$12,000. The money to fund these improvements would come from fundraising, matching grants to city investment, and the City's annual commitment. There are four phases to the restoration of the Elite Hall estimated to cost just under \$1,000,000.

The City Council recommended the City investigate the process of creating a foundation for the restoration of the Elite Hall, and for Jami and the Commission to apply for grants to pay for the restoration. Hyrum City's annual commitment to the preservation of the Elite Hall is \$10,000.

#### ***INTRODUCTION AND ADOPTION OF RESOLUTIONS:***

#### **RESOLUTION 16-01 - A RESOLUTION AUTHORIZING A COUNCILMEMBER TO AUTOMATICALLY SUCCEED TO THE POSITION OF MAYOR PRO TEMPORE.**

#### **ACTION**

Councilmember Clawson made a motion to approve Resolution 16-01 authorizing Councilmember James to automatically succeed to the position of Mayor Pro-Tempore. Councilmember Woolstenhulme seconded the motion and Councilmembers Clawson, James, Rasmussen and Woolstenhulme voted aye. The motion passed.

#### **RESOLUTION 16-02 - A RESOLUTION APPROVING HYRUM CITY'S 2016 CONSOLIDATED CAPITAL IMPROVEMENT LIST TO BE SUBMITTED WITH CDBG GRANT APPLICATION.**

Mayor Miller said in order for the City to apply or sponsors for other application for CDBG Grant Applications the City must have an approved Consolidated Capital Improvement List.

**ACTION** Councilmember Rasmussen made a motion to approve Resolution 16-02 approving Hyrum City's 2016 Consolidated Capital Improvements List to be submitted with CDBG Grant Application. Councilmember James seconded the motion and Councilmembers Clawson, James, Rasmussen and Woolstenhulme voted aye. The motion passed.

**RESOLUTION 16-03 - A RESOLUTION AMENDING THE DESIGN STANDARDS AND CONSTRUCTION SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION IN HYRUM CITY.**

City Administrator Ron Salvesen said Hyrum City's Design Standards and Construction Specification provides general requirements and design guidelines for installation of utilities and other public improvements in Hyrum City. The Power Department is recommending amending the specifications for residential light poles so that it is one specific pole to help reduce inventory for part replacement and also to require it to be more decorative than what it has been in the past.

**ACTION** Councilmember Rasmussen made a motion to approve Resolution 16-03 amending the Design Standards and Construction Specifications for Public Works Construction in Hyrum City. Councilmember Clawson seconded the motion and Councilmembers Clawson, James, Rasmussen and Woolstenhulme voted aye. The motion passed.

***OTHER BUSINESS:***

**CONSIDERATION AND APPOINTMENT OF CITY RECORDER AND CITY TREASURER.**

Mayor Miller recommended the reappointment of Stephanie Fricke as City Recorder, and Todd Perkins as City Treasurer.

**ACTION** Councilmember Clawson made a motion to reappoint Stephanie Fricke as City Recorder, and Todd Perkins as City Treasurer. Councilmember Woolstenhulme seconded the motion and Councilmembers Clawson, James, Rasmussen, and Woolstenhulme voted aye.

**LIBRARY USER FEES.**

Mayor Miller said Hyrum City has not raised library user fees since 1996. The current library user fee for non-residents is \$30 per family per year. Hyrum City has contracts with Wellsville and Nibley City where those cities pay Hyrum for the number of user cards issued to residents living in their cities. Hyrum residents are not charged to use the Hyrum Library but it does average over \$115 for each Hyrum family that uses the library. The \$115 only includes general fund services and not building debt. If the City wants to increase the library user fees for non-residents and the interlocal agreements for library services now is the time the City should consider it.

The City Council suggested the library user fees be discussed at a Library Board meeting and then have the Board's recommendations brought back before the City Council.

#### **CULINARY WATER RATES.**

Mayor Miller said for the past several years Hyrum City's auditors have recommended Hyrum City increase its culinary water rates to help cover aging infrastructure repairs and to build up reserves. Hyrum City has the second lowest water rates in the Valley and its water rates are significantly lower than the other cities.

Councilmember James said he would prefer to keep residential rates the same but possibly reduce the number of gallons to keep the base price.

Councilmember Rasmussen said he would like to see the actual costs broken down for producing and providing water to the residents, such as, pumping, tanks, reservoirs, chlorinating, repairs, maintenance, etc. before making a decision on whether water rates need to be increased.

City Administrator Ron Salvesen said Hyrum City has spent plenty of money buying water but not on maintaining its lines. If the city continues to keep water rates low in ten years or sooner the cost of water will have to be increased drastically to maintain and upgrade lines.

#### **MAYOR AND CITY COUNCIL REPORTS.**

Councilmember James said he is working on finding a speaker for the Patriotic Program and asked for any suggestions. He is also going to create a new award this year the "Hyrum Hero Award" that will be given to someone who has saved a life in Hyrum. Hyrum Ski Night was a huge success again. There were over 220

people there and has reserved the same night for next year. Cherry Peak Ski Resort is hosting a Hyrum Ski Night on February 13.

Councilmember Miller said Hyrum City's Emergency Response Plan is being revised and should be completed by February. There will be training on the plan for the City Council and staff once it is finalized. Another meeting is being held next week on the creation of a Regional Sewer Plant. Local Legislators Day offered by the Utah League of Cities and Towns is on January 27 if any of the Council wants to attend. With Councilmember Felix no longer on the City Council she has asked City Employee Kurt Johansen to attend this month's IPA Meeting. The City Council will need to approve a Resolution appointing either Kurt Johansen or Martin Felix to the IPA Board at its next meeting. Power Superintendent Matt Draper is recommending appointing City Employee Kurt Johansen.

**ADJOURNMENT:**

**ACTION            There being no further business before the City Council, the Council Meeting adjourned at 8:05 p.m.**

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Stephanie Miller  
Mayor

ATTEST:

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Stephanie Fricke  
City Recorder

Approved: January 21, 2016  
As written